

# **Human Resources Restricted Funds**

**Board Briefing  
June 14, 2023 – 1:00 p.m.**

# Human Resources Restricted Funds

- Fund 5030 Unemployment
- Fund 5060 Benefits Administration
- Fund 5080 Leave Buy-Out
- Fund 5050 Risk Management



# Fund 5030 – Unemployment Fund

- Covers the costs for administration of the county's self-insured unemployment program. (RCW 50.44.060)
- The rate allocation is calculated at 0.3% of the total payroll cost per office and department.
- .6 FTEs are budgeted to this fund (salary, benefits, and employment taxes)
- Budget goal is at least \$1.5 - \$2m to cover two years of unemployment claims and expenses in the event of a major layoff
  - (10% to 15% of the workforce).



# Fund 5030 10 Year Financial Plan

5030 Unemployment Human Resources										
	Actual 2018	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
<b>Beginning Fund Balance</b>	\$ 4,640,722	\$ 1,858,647	\$ 1,813,926	\$ 1,756,877	\$ 1,842,225	\$ 1,701,821	\$ 1,613,194	\$ 1,527,687	\$ 1,495,314	\$ 1,516,085
Investment Interest	\$ (6,947)									
IF Personnel Services	\$ 242,943	\$ 253,970	\$ 262,119	\$ 279,344	\$ 291,974	\$ 297,813	\$ 303,770	\$ 309,845	\$ 316,042	\$ 322,363
Other Misc./Misc	\$ 6,591	\$ (546)		\$ (53)	\$ (164)					
<b>Total Revenue</b>	\$ 242,587	\$ 253,424	\$ 262,119	\$ 279,291	\$ 291,810	\$ 297,813	\$ 303,770	\$ 309,845	\$ 316,042	\$ 322,363
Salaries 51	\$ 66,125	\$ 49,931	\$ 61,527	\$ 48,588	\$ 58,352	\$ 60,103	\$ 61,906	\$ 63,763	\$ 65,676	\$ 67,646
Benefits 52	\$ 20,404	\$ 15,624	\$ 19,858	\$ 16,289	\$ 19,684	\$ 20,668	\$ 21,702	\$ 22,787	\$ 23,926	\$ 25,123
(payments for unemployment)	\$ 100,340	\$ 35,506	\$ 91,612	\$ 124,098	\$ 349,809	\$ 300,000	\$ 300,000	\$ 250,000	\$ 200,000	\$ 200,000
Other Rebate	\$ 2,833,333	\$ 250,000								
Supplies						\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300
Internal Service 59	\$ 4,460	\$ 4,131	\$ 6,602	\$ 4,969	\$ 4,369	\$ 4,369	\$ 4,369	\$ 4,369	\$ 4,369	\$ 4,369
<b>Total Expenditures</b>	\$ 3,024,662	\$ 355,192	\$ 179,598	\$ 193,943	\$ 432,214	\$ 386,440	\$ 389,276	\$ 342,219	\$ 295,271	\$ 298,438
<b>Ending Fund Balance</b>	\$ 1,858,647	\$ 1,756,879	\$ 1,896,447	\$ 1,842,225	\$ 1,701,821	\$ 1,613,194	\$ 1,527,687	\$ 1,495,314	\$ 1,516,085	\$ 1,540,010
Assumptions:	Assumptions:	2% increase for salaries paid Medicals 5% increase ISF Rate remains at .30% of salary								

# Fund 5060

## Benefits Administration

- 2.7 FTEs (salaries, benefits, and operating expenses)
- Administration of the county's employee benefit programs.
- Rates are allocated per FTE.
- \$200k reserve to cover 3-months operating costs and unanticipated ACA liability (penalties).
- 2024 Rate is \$355,000.
- 2025 Rate is \$365,000.



# Fund 5060 10 Year Financial Plan

10 YEAR FINANCIAL PLAN (Yrs. 2019 thru 2029)											
5060 Benefits Administration											
Human Resources											
	Actual	Actual	Actual	Actual	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
<b>Beginning Fund Balance</b>	\$ 542,473	542,473	340,642	225,443	226,748	190,212	196,696	202,257	204,395	202,610	201,382
Investment Interest	\$ 12,310	\$ 5,303	\$ 1,742	\$ 2,197	\$ 3,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
FSA Services	\$ 31,846	\$ 32,932	\$ 33,943	\$ 31,453	\$ 32,909	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
IF Personnel Services	\$ 148,053	\$ 148,054	\$ 148,054	\$ 293,000	\$ 297,000	\$ 355,000	\$ 365,000	\$ 375,000	\$ 385,000	\$ 400,000	\$ 415,000
Other Misc. - FSA forfeitures	\$ 7,293	\$ 6,170	\$ 3,871	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Revenue</b>	\$ 199,502	\$ 192,459	\$ 187,610	\$ 326,650	\$ 332,909	\$ 387,000	\$ 397,000	\$ 407,000	\$ 417,000	\$ 432,000	\$ 447,000
Salaries 51	\$ 240,327	\$ 272,977	\$ 200,328	\$ 177,163	\$ 229,615	\$ 238,149	\$ 246,694	\$ 254,095	\$ 261,718	\$ 269,569	\$ 277,656
Benefits 52	\$ 83,584	\$ 89,829	\$ 68,135	\$ 70,047	\$ 101,957	\$ 103,589	\$ 105,223	\$ 110,484	\$ 116,008	\$ 121,809	\$ 127,899
Internal Service 59	\$ 16,537	\$ 15,635	\$ 19,648	\$ 61,780	\$ 24,520	\$ 25,010	\$ 25,511	\$ 26,021	\$ 26,541	\$ 27,072	\$ 27,614
Professional Services 54	\$ 11,842	\$ 15,320	\$ 14,300	\$ 14,862	\$ 12,026	\$ 12,267	\$ 12,512	\$ 12,762	\$ 13,017	\$ 13,278	\$ 13,543
Other operating costs 53	\$ 773	\$ 342	\$ 406	\$ 1,323	\$ 1,327	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
<b>Total Expenditures</b>	\$ 353,064	\$ 394,103	\$ 302,817	\$ 325,175	\$ 369,445	\$ 380,515	\$ 391,440	\$ 404,862	\$ 418,785	\$ 433,228	\$ 448,212
<b>Ending Fund Balance</b>	\$ 388,911	\$ 340,829	\$ 225,435	\$ 226,918	\$ 190,212	\$ 196,696	\$ 202,257	\$ 204,395	\$ 202,610	\$ 201,382	\$ 200,170
Assumptions:	Estimated actuals for 2023-2025 based on current employees										
	2% increase in internal service rates 2024 forward										
	3% increase for salaries 2026 forward										
	5% increase for benefits 2026 forward										
Presented to the BoCC: 6/14/2023											

# Fund 5080 – Leave Buy-Out Fund

- New Fund Created January 2022
- Pays 25% of Retiree's Leave (Vacation, Sick & Alternative)
- 2022 Summary
  - 26 Employees
  - 16 Offices and Departments
  - \$104,272.12 Total Paid
- 2023 YTD (5/15/23) = \$54,499.97
- Rates are allocated as a 0.35% surcharge on salaries



# Fund 5080 10 Year Financial Plan

10 YEAR FINANCIAL PLAN (Yrs. 2019 thru 2029)											
5080 Leave Buy Out											
Human Resources											
	Actual	Actual	Actual	Actual	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
<b>Beginning Fund Balance</b>	-	-	-	250,000	483,222	644,484	845,649	1,044,528	1,252,952	1,471,355	1,700,191
Investment Interest	\$ -	\$ -	\$ -	\$ 3,606	\$ 3,606	\$ 3,606	\$ 3,606	\$ 3,606	\$ 3,606	\$ 3,606	\$ 3,606
IF Personnel Services	\$ -	\$ -	\$ -	\$ 333,887	\$ 326,768	\$ 371,800	\$ 374,800	\$ 389,792	\$ 405,383	\$ 421,599	\$ 438,462
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ 337,493	\$ 330,374	\$ 375,406	\$ 378,406	\$ 393,398	\$ 408,989	\$ 425,205	\$ 442,069
Salaries 51	\$ -	\$ -	\$ -	\$ 98,875	\$ 163,499	\$ 168,404	\$ 173,456	\$ 178,660	\$ 184,020	\$ 189,540	\$ 195,226
Benefits 52	\$ -	\$ -	\$ -	\$ 5,397	\$ 5,613	\$ 5,837	\$ 6,071	\$ 6,314	\$ 6,566	\$ 6,829	\$ 7,102
<b>Total Expenditures</b>	\$ -	\$ -	\$ -	\$ 104,272	\$ 169,112	\$ 174,241	\$ 179,527	\$ 184,973	\$ 190,586	\$ 196,369	\$ 202,328
<b>Ending Fund Balance</b>	\$ -	\$ -	\$ -	\$ 483,221	\$ 644,484	\$ 845,649	\$ 1,044,528	\$ 1,252,952	\$ 1,471,355	\$ 1,700,191	\$ 1,939,931
Assumptions:	New fund effective January 1, 2022										
	Pays for 25% of vacation, sick and alternative leave cash outs for employees retiring from the county.										
	Rate remains steady through 2025 to evaluate fund experience										
	4% increase in surcharge starting in 2026										
Presented to the BoCC: 6/14/2023	3% increase in salary pay outs										
	4% increase in associated benefits										





## Fund 5050 Insurance/Safety/ Risk Management

- 3.2 FTE
- Safety Program WAC 296-800
- County's Insurance Portfolio
- Risk Management / Loss Control
- Actuarial Estimate of Liability
- RCW 48.62, RCW 39.34 & WAC 200.100.03001



***Thank You***

***Human Resources***

***Maria Aponte, Director***

***Tara Wickline, Compensation & Benefits Manager***

***Tammy Devlin, Risk Manager***